



New Zealand  
**Medical Radiation  
Technologists Board**  
*Te Poari Ringa Hangarua Iwaruke*

# A guide for New Zealand graduates

## How to Register

Go to [www.mrtboard.org.nz](http://www.mrtboard.org.nz) and click “**Register Online**” and follow the instructions.

## Payment

Check the Board’s website under **Resources** for current fee prices.

## Declarations

As part of your application, you will be required to complete a series of declarations, these must be answered truthfully.

After graduation, and if you intend to practise in New Zealand, you **MUST** register with the Board and hold an Annual Practising Certificate.

Registration with the Board is a one off process, whereas you will be required to renew your Annual Practising Certificate each year you are practising in New Zealand.



[mrt@medsci.co.nz](mailto:mrt@medsci.co.nz)



[www.mrtboard.org.nz](http://www.mrtboard.org.nz)



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# Required Documents

- A certified copy of your qualification. A photocopy may be certified as a true copy by a solicitor, Notary Public, Justice of the Peace, or an Officer of the Court.
- Two Certificates of Good Character (one professional and one personal).
- A passport-style photograph signed with your signature and certified to be a true likeness of yourself (stating your name) by a solicitor, Notary Public, Justice of the Peace, or an Officer of the Court.
- A criminal conviction notice that is no more than six months old issued by the Ministry of Justice.
- A criminal conviction notice that is no more than six months old from each country you have lived and worked in for more than 12 months.
- Evidence of name change (if applicable).

If you are awaiting your graduation ceremony, you may wish to provide evidence of your eligibility to graduate. However, once you have graduated, you **MUST** provide a certified copy of your qualification certificate.

# Annual Practising Certificates

Once registered you will need to apply for your annual practising certificate (APC) before you begin practising.

Applying for your APC is easy. Go to the website, login to your online profile and click on “**Apply for APC**” under “**My profile**”.

APCs must be renewed each year you intend to practise in New Zealand.

# Keeping in touch

Once you are on the register you must notify the Board of any change in employment including parental leave, moving overseas, or a career change.

You have a legal requirement to notify the Board of any changes to your residential, postal or work addresses within one month of the change. You can do this by logging into “**My Profile**” on the website.

Please note, email addresses must be emailed to [mrt@medsci.co.nz](mailto:mrt@medsci.co.nz) as they cannot be updated through the “**My Profile**” portal.



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The Medical Radiation Technologists Board is responsible to the Minister of Health for administration of the Health Practitioners Competence Assurance Act 2003 in respect of the profession of Medical Radiation Technology (medical imaging and radiation therapy).

The primary responsibility of the Board is to protect the health and safety of the New Zealand public by ensuring practitioners registered in the profession of Medical Radiation Technology (medical imaging and radiation therapy) are competent and fit to practise.